

FEDERAL ASSISTANCE

Interim Report

DUE: 08/30/2021

STATE Virgin Islands of the United States

PROJECT TITLE: U.S. Virgin Islands Fisheries Disaster Assistance Program

PERIOD: 01 August 2019 – 31 July 2021

OBJECTIVE: Provide disaster aid after Hurricanes Irma and Maria to USVI fishing industry sectors of licensed and registered commercial and charter fishers and fishing-dependent businesses.

FUNDING:

Federal Share:	\$	10,716,868
Territorial Share:	\$	0.00
Total:	\$	10,716,868

EXECUTIVE SUMMARY

This proposal for the distribution of appropriated disaster assistance to the U.S. Virgin Islands fishing community has been created by the Department of Planning and Natural Resources' Division of Fish and Wildlife with consultation from NOAA Fisheries and data provided by local fishers and businesses (Appendices 1 – 3). Within this document, we review the assistance for post-storm damage assessment of the USVI fishing industry with a fair and equitable means of distributing funds to eligible parties. Approximately 88% of the appropriated funds will be designated to provide direct financial assistance to eligible individuals and businesses. The program also creates new opportunities for research, habitat restoration, and replacing necessary safety equipment aboard fishing vessels.

OBJECTIVES:

The primary objective of the grant project is to offer financial assistance to eligible fishers and businesses within the USVI fishing industry that suffered damages and losses from Hurricanes Irma and Maria, which occurred in September 2017.

The reported updates for each objective of the grant are as follows:

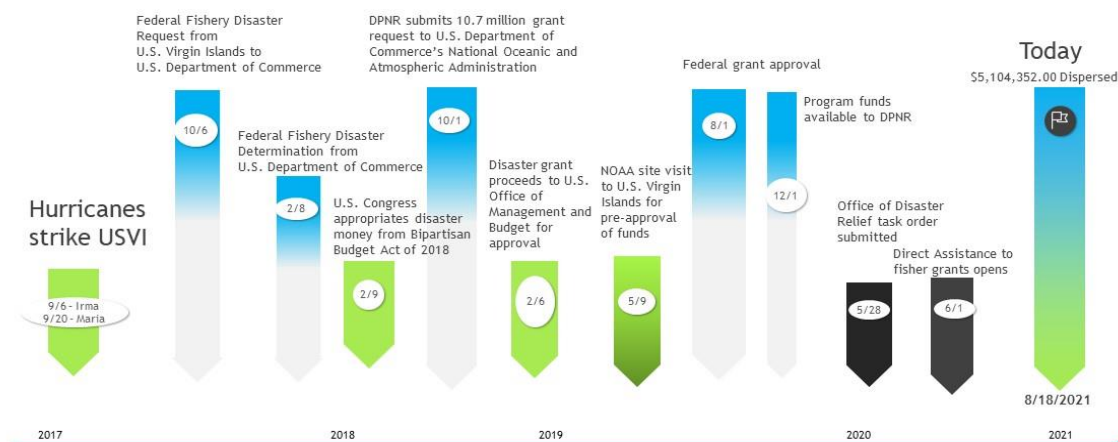
1. Provide direct financial assistance to eligible individuals and businesses in USVI fishing industries that have documented uninsured losses as a direct result of Hurricanes Irma and Maria.
 - a. *3/30/2020 We have created an SOP narrative and workflow for fishers attached as Appendices 1 – 3.*
 - b. *5/30/2020 We sent out an in-house solicitation to five case management firms seeking their interest in administering the program. We received two written responses; however, neither respondent submitted their estimate in line with the scope of work (showing cost breakdown for each service). We reached back out to the two respondents requesting them to update their response in line with the request, but one of the respondents declined, and so we only have one bid as of January 31 2020 We worked with the Department of Property and Procurement to make a public bid proposal period that ran from February 26 to March 26 2020. Two respondents placed bids, but each had administrative costs of more than a half million dollars. Because the costs were out of the cost estimate for the program funds awarded, we failed the bid proposal. The Virgin Islands Office of Disaster Recovery has worked with Witt O'Briens and there is a possibility that the company could administer the program working with the Office of Disaster Recovery. By April 30, no task order was issued but we anticipate a contractual agreement.*
 - c. *8/30/2020 The completed Memorandum of Agreement (task order) with the Virgin Islands Public Finance Authority's Office of Disaster Recovery was executed on July 30, 2020.*
 - d. *10/31/2020 Phase 2 payments for uninsured losses are now being reviewed.*
 - e. *01/31/2021 A total of \$2,624,848.46 has been distributed in Phase 1 and Phase 2 payments to 217 fishers.*
 - f. *04/30/2021 A total of \$3,156,671 has been distributed in Phase 1 and Phase 2 in 304 payments.*
 - g. *07/31/2021 A total of \$5,104,352.00 has been distributed in 399 payments.*
2. Efficiently and fairly review applications to ensure that eligible individuals and fishing-dependent businesses receive financial assistance following the processes outlined in this proposal.
 - a. *3/30/2020 We are in the process of working with the Department of Finance to create subaward templates to facilitate the application process.*
 - b. *5/30/2020 We are working with the Department of Property and Procurement to secure the personnel and administer the program using a competitive bidding process. See 1.b.*
 - c. *8/30/2020 Prior to the execution of the MOA, work began by the Division of Fish and Wildlife to distribute applications (Appendix 5). The review of applications was*

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completed for base payments (up to \$5,000). We called this 'Phase 1' of the program period. As of July 31, 2020, \$105,000.00 was distributed in payments to fishers in the U.S. Virgin Islands.

- d. 10/31/2020 The payment in full of \$271,653.00 representing the administrative services by the Virgin Islands Public Finance Authority's Office of Disaster Recovery was liquidated. The program assistants in St. Thomas and St. Croix accept fisher appointments to review Phase 1 and Phase 2 payments each week. To date, \$755,000.00 was distributed in Phase 1 payments to fishers in the U.S. Virgin Islands.*
- e. 01/31/2021 A total of \$2,624,848.46 has been distributed in Phase 1 and Phase 2 payments reviewed and verified by our hurricane disaster assistants in 217 payments. There are 41 fisher applications currently under review for verification.*
- f. 04/30/2021 A total of \$3,156,671 has been distributed in Phase 1 and Phase 2 in 304 payments. A total of 87 applications are currently under review for verification.*
- g. 07/31/2021 A total of \$5,104,352.00 has been dispersed in 399 payments. A total of 15 applications are currently under review for verification.*

Hurricane Disaster Relief Timeline



3. Provide safety gear to eligible fishers to assist them in complying with U.S. Coast Guard safety regulations for fishing vessels operating in federal waters around the USVI.
 - a. 01/31/2021 A list of supplies was created and distributed to vendors so that procurement of the safety kits can be completed.*
 - b. 4/30/2021 Two of the three quotes needed was received from vendors to date.*
 - c. 08/30/2021 Three quotes and a justification letter package were submitted to the Department of Property and Procurement on July 23, 2021 for approval for procurement of the following equipment:*

DFW Fisher Boating Safety Equipment Initiative	
Equipment	Quantity
Handheld and Aerial Flares	300
Flare Gun w/ Refills (4)	300
Safety Whistle	300
Horn	300
Flashlight	300
First Aid Kit	300
Type I Personal Flotation Device	300
Type IV Seat Cushion Personal Flotation Device	300
Pelican Waterproof Box	300
55-Gallon Waterproof Dry Bag	300
Compact Fire Extinguisher	300
Expected to Make 300 Kits	

4. Implement a communication and outreach plan to notify potential applicants of the opportunity for financial assistance and an understanding of the application process.
 - a. *5/30/2020 The information related to the hurricane disaster relief is available online. A screenshot of the website is in Appendix 4. We have presented the information to fishers as they come to the office, at the Fishing Advisory Committees on the second Wednesday of each month in each District since the grant was approved, and by a press release on August 19 2019 to the media. We have responded to media inquiries six times resulting in four news articles in the Daily News, St. Thomas/St. Croix Source, and St. Croix Avis. We are currently working towards a roll-out plan to share by phone, email, letter, and press release with fishers.*
 - b. *8/30/2020 & 11/30/2021 We secured outreach communications working with the DPNR media communications coordinator. We had three ads in the Daily News territorial newspaper from 5/01/2020 – 5/31/2020. Radio commercials were played (8) times daily on WSTX AM 97 and WSTX FM 100.3 on St. Croix and Da Vybe 107.9 on St. Thomas from June 2020 through the end of July 2020.*

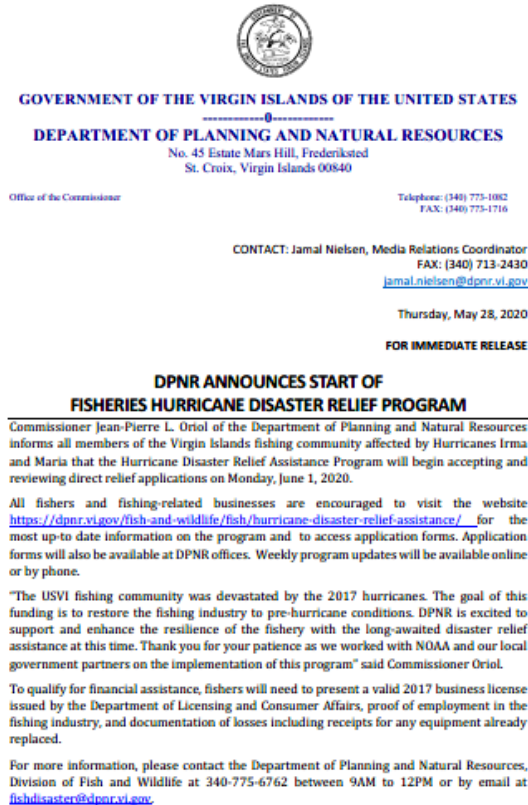
The ads said: “Calling commercial fishers and those that work in the industry! This is what you have been waiting for! The Department of Planning and Natural Resources is now accepting 2017 Hurricane Disaster Relief applications! If you were a registered commercial fishermen in 2017, you are eligible for payments of up to \$5,000. If you experienced specific losses, you may be eligible for even more. Visit dpnr.vi.gov for the application or pick one up at any DPNR offices on St. Croix or on St. Thomas from 9am to 12pm Monday to Friday. For application assistance on St. Thomas, call 775-6762 and on St. Croix at 773-1082 or email at fishdisaster@dpnr.vi.gov.”

We appeared on multiple radio station morning shows to give the information and answer questions from callers.

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A press release from DPNR was issued on Thursday, May 28, 2020 and September 22, 2020. The press release was forwarded to media outlets, federal and territorial district based fisheries committees, all Virgin Islands legislature offices, both district administration offices, charter associations in each district, and non-profit groups.

- c. *01/31/2021 A local news program, Recovery in Focus highlighted the Hurricane Disaster Relief for fisheries, along with other DPNR programs. The program was filmed on-site and aired January 28, 2020: <https://fb.watch/3-Hfm-coWH/>*



- d. *A second press release was issued on September 22, 2020. The press release announced the beginning of Phase 2 of the hurricane disaster assistance program. All associated application materials may be found in Appendix 6.*

Phase 2 application materials.



GOVERNMENT OF THE VIRGIN ISLANDS OF THE UNITED STATES

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DEPARTMENT OF PLANNING AND NATURAL RESOURCES

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FOR IMMEDIATE RELEASE
September 22, 2020

DPNR FISHERIES HURRICANE DISASTER RELIEF UPDATE

Commissioner Jean-Pierre L. Oriol of the Department of Planning and Natural Resources is pleased to announce that the Division of Fish and Wildlife's Hurricane Disaster Relief Assistance program has dispersed more than \$655,000 to over 130 fishers and helpers. This completes the first phase of base payments to all fishers and helpers who applied through September 5th, 2020.

Phase 2 of the program will begin on Thursday, September 24th 2020 for all applicants who applied for payments over \$5,000 which requires documentation of losses including receipts for any equipment already replaced. All applicants are advised that a notarized self-certification form will also need to be completed to show proof that neither insurance nor other grants were received.

The Division of Fish and Wildlife will offer in-person assistance on Thursdays and Fridays from 9am – 4pm at the Red Hook, St. Thomas and Mars Hill, St. Croix locations. For more information, contact us at 340-773-1082 or visit our website <https://dpr.vi.gov/fish-and-wildlife/fish/hurricane-disaster-relief-assistance/>.

- e. 4/30/2021 All licensed commercial fishers have been notified by phone or in writing of the opportunity to apply to the Hurricane Disaster Relief program.*
 - f. 8/30/2021 The commercial fishing meetings were held on June 16, 2021 and June 17 2021 under the Cooperative Statistics grant. All commercial fishers and fishing industry participants were notified of the status of the program by mail and during the meeting.*
5. Support research, monitoring, and restoration related to USVI fisheries and marine habitats impacted by Hurricanes Irma and Maria.
- a. To commence in Years 2-4.*

Appendix 1: Narrative of disbursement process for fishers and program administrators

The U.S. Virgin Islands (USVI) are a territory of the United States located in the southeastern Caribbean region, adjacent to another U.S. territory, Puerto Rico. Total damages were projected to have been \$7,793,555 and 39 jobs were lost, at least in the short term. An additional \$242,392 in damages were reported by the tackle and marine supply shops. We will be distributing a little under 10 million dollars as direct financial assistance to commercial fishers, for-hire/charter fishers, and fishing-dependent businesses. The funds will allow them to repair and replace their lost and damaged vessels, gear, and other equipment used in their fishing businesses, and will supplement their lost income for those who were unable to fish following the hurricanes.

The following distribution plan is proposed:

1. Commercial fishers and charter fishing business owners who meet the eligibility requirements will receive a base payment of \$5,000.
2. Eligible commercial fishing helpers and charter captains or crew (non-business owners) will receive a base payment of \$2,500 to assist them with their lost income.
3. Fishing-dependent businesses are defined as bait and tackle shops or similar businesses whose income is at least 50% directly related to the fishing industry. These businesses are eligible for base payments of \$5,000 to assist them with their losses.
4. Fishing-related businesses that make less than 50% of their income from fishing are eligible for base payments of \$2,500.

All applications will be reviewed and determinations will be made once the 60-day application period closes. This will allow all eligible applicants to receive equitable assistance. The application review and determination processes will remain transparent, and all applicants will receive written explanations of their decisions and award amounts. Applications which do not appear to meet the eligibility criteria or which contain incomplete information will be reviewed on a case-by-case basis. These applicants will be contacted to collect the information needed to determine their eligibility, losses, and need.

The following process have been outlined to be sent to the fishers:

1. First, the fishers should use the first handout from January 2019 to determine whether they are eligible. (FishersGuide)
2. Once they know their eligibility status, the fisher should register as a vendor with the Government of the Virgin Islands following the most updated procedures from the Department of Property and Procurement. The Division of Fish and Wildlife will assist all fishers with identifying the correct paperwork to become vendors. (FishersGuide)
3. The Disaster Relief Program Administrator and Assistants when hired will announce the beginning of the first 60 day application period. (FishersGuide)
4. The fishers will need to verify their losses through documentation. The documents used to verify their funds may include and are not limited to proof insurance payments, receipts from replacement equipment and contractual work, commercial catch reports documenting reduced gear types or catch, and may include photographs of lost and/or replaced equipment. (FishersGuide)
5. The Disaster Relief Program Administrator and Assistants will verify all documents within 60 days. (FishersGuide)
6. The fishers will be notified by mail, email, and telephone of the decision on their application within 60 days of submission. (FishersGuide)
7. Any fisher who wishes to appeal should do so within 30 days of receiving their decision. (FishersGuide)
8. A second application period will open 30 days after the first application period for any fishers who did not have a chance to register. (FishersGuide)

The following disbursement process has been determined to guide the administrators:

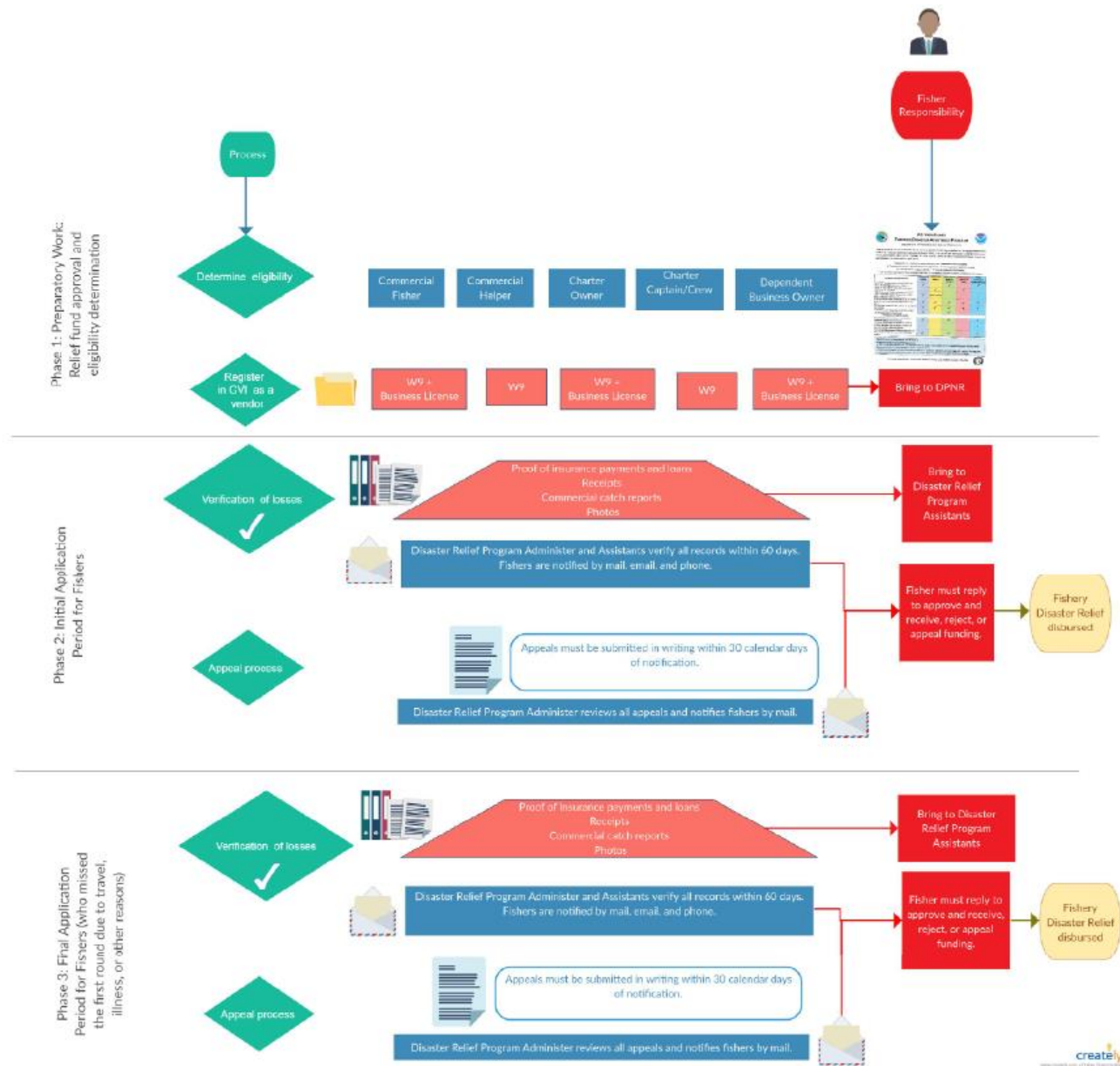
1. When the fishers' documentation is provided, the program assistants will create a package to forward to the program administrator for approval. (Disbursement SOP)
2. The Program Administrator will provide the completed package, including hard receipts, photographs, and commercial catch reports, to the Commissioner of the Department of Planning and Natural Resources. Each documented loss will be entered into the electronic database as one line item with document attached. (Disbursement SOP)
3. After approval of the documented losses, a verification letter will be generated and sent to the fisher who must accept or deny the verification. (Disbursement SOP)
 - a. If the fisher accepts and signs an invoice for payment, the program administrator will create a subaward agreement.
 - b. If the fisher does not accept, then he may enter the appeal process one (1) time through creating a justification package that will be reviewed by the Division of Fish and Wildlife Director and Chief of Fisheries and the Department of Planning and Natural Resources Commissioner.
4. The subaward agreement will be entered into the electronic payment system by the Department of Planning and Natural Resources accountants. (Disbursement SOP)
5. The Department of Finance will review each documented loss for each fishers package. The Department of Planning and Natural Resources will be notified if additional documents are needed for the disbursement. If so, then the program administrator will work with the fisher to provide additional proof of losses including but not limited to photographs, receipts, and commercial catch reports. (Disbursement SOP)
6. When approved, a check will be mailed or electronically deposited into the account of the fisher. (Disbursement SOP)

Overall, the payments will be capped to:

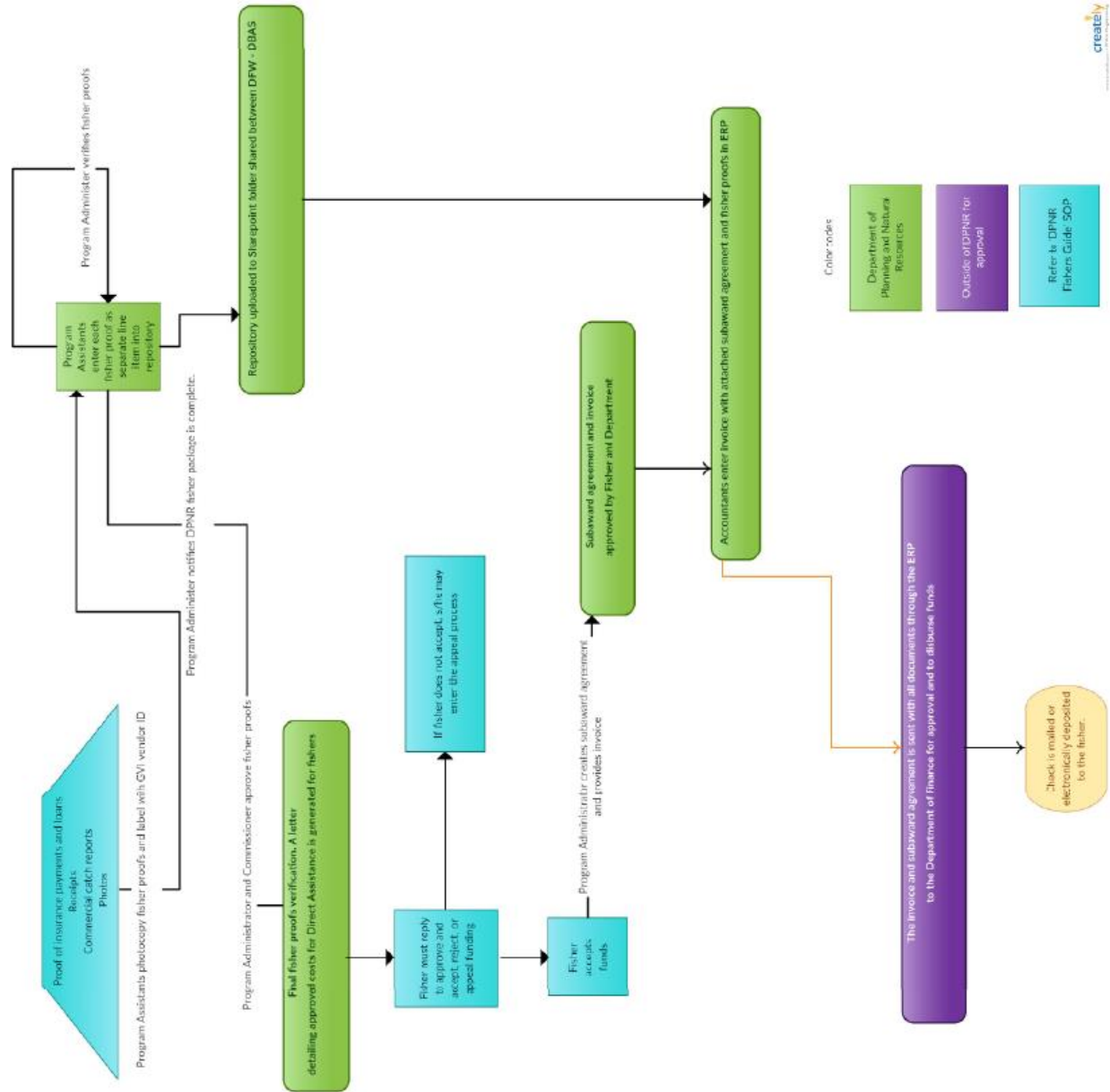
1. Fishers who have eligible losses in excess of \$5,000 will be required to submit documentation for their claimed losses in order to receive additional assistance of up to 75% of their total documented losses capped at \$75,000, including the base payment.
 - a. Helpers, captains, and crew are not eligible for assistance in excess of the base payment.
2. Fishing-dependent businesses are eligible for additional assistance of up to 75% of their total documented losses above that amount capped at \$75,000, including the base payment.
 - a. Fishing-related business are not eligible for assistance in excess of the base payment.

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Appendix 2: Workflow for Fishers (FishersGuide)




Appendix 3: Workflow for Internal Disbursement (Disbursement SOP)



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Appendix 4: Information and links for fishers at

<dpnr.vi.gov/fish-and-wildlife/fish/hurricane-disaster-relief-assistance/>



The screenshot shows a web browser window with the URL dpnr.vi.gov/fish-and-wildlife/fish/hurricane-disaster-relief-assistance/. The browser's address bar and tabs are visible at the top. The website header features the Department of Planning & Natural Resources logo on the left and navigation links (Home, Divisions, Contact) on the right. A prominent orange banner across the middle of the page reads "Hurricane Disaster Relief Assistance". Below this banner, a breadcrumb trail indicates the page location: Home > Fish And Wildlife > Fisher Resources > Hurricane Disaster Relief Assistance. The main content area contains a paragraph from Commissioner Jean-Pierre L. Oriol, dated February 8, 2018, announcing disaster relief assistance for the fishing industry following Hurricanes Irma and Maria. It details the \$10.7 million in federal funds received and the \$9.4 million in direct financial assistance provided. Below the text, three red links are listed: "Link to the USVI Disaster Request", "Link to the USVI Disaster Determination from the Department of Commerce", and "Link to the USVI Disaster Appropriation Funding from Congress".

Commissioner Jean-Pierre L. Oriol of the Department of Planning and Natural Resources informs the public and the fishing community that the Division of Fish and Wildlife (DFW) has received 10.7 million dollars from the National Oceanic and Atmospheric Administration (NOAA) to rebuild the fishing community following the 2017 hurricane season. Hurricane Irma struck the Territory on September 6th, 2019 and Hurricane Maria on September 20th, 2019 creating an unprecedented natural resource disaster affecting the fisheries in each district of the Virgin Islands of the United States, Florida, and Puerto Rico. A declaration of a fishery disaster qualified all three jurisdictions for funding as outlined in the Magnuson-Stevens Fishery Conservation and Management Act and Interjurisdictional Fisheries Act. The Territory requested disaster assistance on October 6, 2017. The Secretary of the United States Department of Commerce responded on February 8, 2018 to offer support for developing a spend plan for appropriated federal funds to recover the fishing industry and fishing communities of the Virgin Islands of the United States.



The spend plan was developed by DFW in collaboration with NOAA and approved on August 1, 2019. Staff will be hired to review applications for distributing 9.4 million dollars of direct financial assistance to commercial fishers, their helpers, charters, and fishing-dependent businesses. To qualify for financial assistance, fishers will need a valid 2017 business license issued by the Department of Licensing and Consumer Affairs, proof of employment in the fishing industry, and documentation of losses including receipts for any equipment already replaced. The application periods and locations will be announced in the coming weeks. Fishers will also receive safety equipment for their boats, derelict fishing equipment will be removed from our waters, and a research project to advance the development of artificial reefs will occur as additional components of the disaster relief assistance to enhance the resiliency of the fishery for the future.

[Link to the USVI Disaster Request](#)

[Link to the USVI Disaster Determination from the Department of Commerce](#)

[Link to the USVI Disaster Appropriation Funding from Congress](#)

Appendix 5: Fisher Applications



¡ATENCIÓN PESCADORES!

Para recibir fondos federales de los E.E.U.U por ley es necesario tener un número de la compañía Dun and Bradstreet y que esté registrado en el sistema federal de SAM.gov (2 CFR Subtitle A, Chapter 1, and Part 25 <http://edocket.access.gpo.gov/2010/pdf/2010-22706.pdf>). Desafortunadamente estos programas solamente ofrecen información en inglés. Sin embargo, la División de Pesca y Vida Silvestre (Division of Fish and Wildlife, DFW) en el Departamento de Planificación y Recursos Naturales (Department of Planning and Natural Resources, DPNR) de las Islas Virgenes reconoce que hay una proporción significativa de la población que se comunica en español. Aunque hay empleados en la oficina del DPNR-DFW en St. Croix que con capaces de comunicarse en español, queremos ofrecer una guía para ayudar a nuestra comunidad latina para mejorar su conocimiento de este proceso obligatorio para recibir fondos federales asociado con los impactos de los huracanes Irma y María en el año 2017. Por lo tanto, en este documento ofrecemos información de como solicitar un número de DUNS (Dun & Bradstreet) y de cómo registrarse en el programa de SAM.gov.

Paso 1: SOLICITANDO PARA UN NUMERO DE DUNS

¿Qué es un número de DUNS?
El número de DUNS (Data Universal Number System) son nueve números que están utilizados para identificar su organización o compañía. El gobierno federal utiliza este número para identificar cómo los fondos federales están utilizados.

¿Cómo solicitar un número de DUNS?
Necesitará visitar el website de Dun and Bradstreet (<https://dunbros.dnb.com/webform/displayHomePage.do>). Escoge la opción de "Click here to request your D-U-N-S Number via the Web". Después siga los pasos con la información de su organización o compañía. También es importante saber que no hay ningún costo asociado con este programa y si tenga dudas o preguntas, puede llamar al número (1-866-705-5711), aunque para que sepa, solo ofrece ayuda en inglés. Para recibir la notificación oficial de la compañía Duns and Bradstreet tendrá que establecer una dirección electrónica (email).

La información necesaria para llenar la solicitud incluye:



- Nombre de su organización o compañía
- Dirección postal de su organización o compañía
- Nombre del director ejecutivo (Chief Executive Officer, CEO)
- Estructura legal de su organización o compañía (e.g., corporación, camaradería, propiedad) (e.g., corporation, partnership, proprietorship)
- Fecha de cuando empezó su organización o compañía
- Número de empleos

La mayoría de esta información puede estar encontrado en los siguientes documentos. Además, un mínimo de dos de estos documentos tendrá que estar escaneado y bajado en el website como evidencia de la información que usted puso:

- Licencia de Negocio
- Factura de WAPA u otra utilidad
- Título de vehículo
- Arrendamiento
- Escritura de la Casa

¿Cuánto tiempo se tarda para recibir su número de DUNS?
Típicamente recibirá su número de DUNS entre 1-2 días laborables

*Esta información está disponible en inglés en el website: <https://www.grants.gov/applicants/organization-registration/step-1-obtain-duns-number.html>



¡ATENCIÓN PESCADORES!

Para recibir fondos federales de los E.E.U.U por ley es necesario tener un número de la compañía Dun and Bradstreet y que esté registrado en el sistema federal de SAM.gov (2 CFR Subtitle A, Chapter 1, and Part 25 <http://edocket.access.gpo.gov/2010/pdf/2010-22706.pdf>). Desafortunadamente estos programas solamente ofrecen información en inglés. Sin embargo, la División de Pesca y Vida Silvestre (Division of Fish and Wildlife, DFW) en el Departamento de Planificación y Recursos Naturales (Department of Planning and Natural Resources, DPNR) de las Islas Virgenes reconoce que hay una proporción significativa de la población que se comunica en español. Aunque hay empleados en la oficina del DPNR-DFW en St. Croix que con capaces de comunicarse en español, queremos ofrecer una guía para ayudar a nuestra comunidad latina para mejorar su conocimiento de este proceso obligatorio para recibir fondos federales asociado con los impactos de los huracanes Irma y María en el año 2017. Por lo tanto, en este documento ofrecemos información de como solicitar un número de DUNS (Dun & Bradstreet) y de cómo registrarse en el programa de SAM.gov.

Paso 2: REGISTRANDOSE EN SAM.GOV

¿Qué es SAM.gov?
Es un base de datos para manejar y organizar los números DUNS. Registrandose en el "System for Award Management" (SAM) es un requisito para su organización o compañía en el proceso de recibir fondos federales.

¿Cómo registrarse en SAM.gov?
Para registrarse en SAM.gov, tiene que visitar el website <https://www.sam.gov/SAM/> y usted necesitará su número de DUNS y su número de identificación del contribuyente (Taxpayer Identification Number, TIN) o su número de identificación del empleo (Employment Identification Number, EIN). Si es la primera vez que usted esté registrando su organización o compañía, necesitará escanear y bajar una carta notariada que diga quién es la persona nombrada como administrador y será oficialmente la persona autorizada para registrarse en SAM.gov.

¿Cuánto tiempo se tarda para estar registrado en SAM.gov?
Después de completar el proceso de registración y haya sometido la carta notariada, típicamente tarda alrededor de dos semanas.

*Esta información está disponible en inglés en el website: <https://www.grants.gov/web/grants/applicants/organization-registration/step-2-register-with-sam.html>

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ATTENTION FISHERS



In order to receive federal funding from the United States of America by law it's necessary to have a number from the company Dun and Bradstreet and that you are registered in the federal system of SAM.gov (2 CFR Subtitle A, Chapter 1, and Part 25 <http://edocket.access.gpo.gov/2010/pdf/2010-22706.pdf>). For this reason, in this document we are offering information of how to apply for a DUNS number and how to register in the SAM.gov program. This is a federal requirement to receive disaster relief funding. Therefore, all commercial fishers and helpers, charter fishers, and fishing-related businesses who plan on applying for the fisheries disaster assistance program will need to follow these guidelines.

Step 1: APPLYING FOR A DUNS NUMBER

What is a DUNS number?

The DUNS number (Data Universal Number System) is a 9-digit number sequence that is used to identify an organization or company. The federal government uses these numbers to identify how government funds are utilized.

How does someone apply for a DUNS number?

You will first need to visit the website for Dun and Bradstreet (<https://fedgov.dnb.com/webform/displayHomePage.do>). Choose the option "Click here to request your D-U-N-S Number via the Web". Afterwards follow the steps with the information of the organization or company. It is also important to know that there is no cost associated with this program and if you have any doubts or questions you can call the number (1-866-705-5711). In order to receive the official notification from Duns and Bradstreet you will need to establish a personal email.

What information is necessary to complete the DUNS request?

- Name of your organization or company
- Postal address of your organization or company
- Name of the Chief Executive Officer, CEO
- Legal structure of your organization or company (e.g., corporation, partnership, proprietorship)
- Starting date of your organization or company
- Number of employees

The majority of this information can be found in the following documents. Also, a minimum of two of these documents will have to be scanned and downloaded on the website as evidence for previous information you provided:

- Business license
- Utility bill from WAPA or another utility
- Vehicle title
- Lease
- Deed

How long does it take to receive a DUNS number?

You will typically receive a DUNS number within 1-2 business days

*This information is also available on the web site: <https://www.grants.gov/applicants/organization-registration/step-1-obtain-duns-number.html>



ATTENTION FISHERS



In order to receive federal funding from the United States of America by law it's necessary to have a number from the company Dun and Bradstreet and that you are registered in the federal system of SAM.gov (2 CFR Subtitle A, Chapter 1, and Part 25 <http://edocket.access.gpo.gov/2010/pdf/2010-22706.pdf>). For this reason, in this document we are offering information of how to apply for a DUNS number and how to register in the SAM.gov program. This is a federal requirement to receive disaster relief funding. Therefore, all commercial fishers and helpers, charter fishers, and fishing-related businesses who plan on applying for the fisheries disaster assistance program will need to follow these guidelines.

Step 2: REGISTERING WITH SAM.GOV

What is SAM.gov?

A database for managing and organizing DUNS numbers. Registering in the "System for Award Management" (SAM) is a requirement for your organization or company as a requirement in the process to receive federal funding.

How do I register myself in SAM.gov?

In order to register in SAM.gov you need to visit the website <https://www.sam.gov/SAM/> and you will need your assigned DUNS number and your Taxpayer Identification Number (TIN) or your Employment Identification Number (EIN). If this is the first time that you are registering your organization or company you will need to scan and upload a notarized letter stating that you are the person named as the administrator and that you are the authorized person to register the company or organization in SAM.gov.

How long does it take to be registered in SAM.gov?

After completing the registration process and you have submitted the notarized letter, it will typically take around two weeks to receive a notification.

*This information is also available on the web site: <https://www.grants.gov/web/grants/applicants/organization-registration/step-2-register-with-sam.html>

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PRINT

SAVE AS

UNITED STATES VIRGIN ISLANDS

EMAIL

DEPARTMENT OF PLANNING AND NATURAL RESOURCES

DIVISION OF FISH & WILDLIFE

APPLICATION



NOAA/DPNR-USVI FISHERIES DISASTER ASSISTANCE PROGRAM



DIRECTIONS AND INFORMATION NEEDED TO COMPLETE THIS APPLICATION

IMPORTANT NOTE: Thank you for taking the time to complete this U.S. Virgin Islands (USVI) Fisheries Disaster Assistance Program Application. Please remember to read this application in its entirety, including the first (1st) page which includes all directions and information needed to prepare you for completing this application fully so that there are no delays in the timely processing of your USVI Fisheries Disaster Assistance Program monies.

SPECIAL NOTE: ALL ITEMS BELOW FOLLOWED BY THREE (3) ASTERISKS IN RED *** = MANDATORY

PLEASE USE THE BELOW CHECKLIST TO ASSIST YOU IN GATHERING YOUR INFORMATION AHEAD OF APPLYING

- ☐ **FULL NAME *****
 - FIRST NAME
 - MIDDLE NAME/ INITIAL (IF APPLICABLE)
 - LAST NAME
- ☐ **PRIMARY PHONE NUMBER *****
- ☐ **SECONDARY PHONE NUMBER**
- ☐ **EMAIL ADDRESS *****
- ☐ **FULL PHYSICAL ADDRESS *****
- ☐ **FULL MAILING ADDRESS *****
- ☐ **USVI DISTRICT DESIGNATION *****
- ☐ **WORK STATUS DESIGNATION (FULL-TIME OR PART-TIME) *****
- ☐ **FULL BUSINESS NAME (IF APPLICABLE) *****
- ☐ **2019 OR 2020 USVI W-9 DOCUMENT *****
- ☐ **USVI VENDOR NUMBER (IF APPLICABLE) *****
 - THIS NUMBER IS OBTAINED THROUGH THE USVI DEPARTMENT OF PROPERTY AND PROCUREMENT
- ☐ **2017 USVI BUSINESS LICENSE & NUMBER *****
 - ONLY APPLICABLE TO CLASSIFICATIONS: 1) COMMERCIAL FISHER- OWNERS, 2) CHARTER FISHING OWNERS & 3) FISHING DEPENDENT BUSINESSES
- ☐ **D.U.N.S. NUMBER (DUN & BRADSTREET'S (D&B) "DATA UNIVERSAL NUMBERING SYSTEM") *****
 - WWW.FEDGOV.DNB.COM/WEBFORM/
 - **WHAT INFORMATION IS NECESSARY TO COMPLETE THE DUNS REQUEST?**
 - ☐ NAME OF YOUR ORGANIZATION OR COMPANY (USE YOUR FULL NAME IF YOU ARE NOT ORGANIZED UNDER A COMPANY)
 - ☐ MAILING ADDRESS OF YOUR ORGANIZATION OR COMPANY
 - ☐ NAME OF THE CHIEF EXECUTIVE OFFICER, CEO
 - ☐ LEGAL STRUCTURE OF YOUR ORGANIZATION OR COMPANY (E.G., CORPORATION, PARTNERSHIP, PROPRIETORSHIP)
 - ☐ STARTING DATE OF YOUR ORGANIZATION OR COMPANY
 - ☐ NUMBER OF EMPLOYEES
 - **A MINIMUM OF TWO (2) ***** of the below documents will have to be provided to DPNR to be copied and digitally scanned for local and federal record retention purposes to substantiate your claim:
 - ☐ MOST CURRENT USVI BUSINESS LICENSE
 - ☐ MOST CURRENT UTILITY BILL FROM WAPA OR ANOTHER UTILITY
 - ☐ MOST CURRENT VEHICLE TITLE
 - ☐ MOST CURRENT LEASE
 - ☐ MOST CURRENT PROPERTY DEED
- ☐ **S.A.M. NUMBER (SYSTEM FOR AWARD MANAGEMENT) *****
 - WWW.SAM.GOV

*****FOR OFFICIAL USE ONLY / DO NOT WRITE BELOW*****

DPNR APPLICANT RECORD LOCATOR INFORMATION

FULL NAME:

DISTRICT:

DPNR RECORD LOCATOR #:



DEPARTMENT OF PLANNING AND NATURAL RESOURCES
DIVISION OF FISH & WILDLIFE
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1. DATE:

☐ Applicant/ ☐ Non-Applicant: ***

Applicant's Initials: _____ Non-Applicant's Initials: _____

☐ YES/ ☐ NO DPNR Interviewer: ***

IF YES: DPNR Rep's Name: _____

DPNR Pre-Populated Application: ***

☐ YES/ ☐ NO

2. APPLICANT'S INFORMATION: ***

First Name: ***

Middle Name or Initial: ***

Last Name: ***

Phone1: ***

Phone2:

Email Address1: ***

Email Address2:

Physical Address1: ***

Physical Address2:

City: ***

State: ***

Zip Code: ***

Mailing Address1: ***

Mailing Address2:

City: ***

State: ***

Zip Code: ***

USVI District: ***

Work Status (Full-Time or Part-Time): ***

Full Business Name (If applicable): ***

2019 or 2020 USVI W-9 Document: ***

2017 USVI Business License Number or S-S-N Number: ***

D.U.N.S. Number: ***

S.A.M. Number: ***

USVI Vendor Number: ***

Vessel Name(s): ***



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3. CLASSIFICATION & PAYMENT AMOUNT DESIGNATION INFORMATION: ***

SPECIAL NOTES:

- 1) Only the below classification designations have award amounts above **BASE PAYMENTS** but not to exceed the **MAXIMUM PAYMENT** amounts, with stipulations that must be carefully followed.
 - a) **COMMERCIAL FISHERS – OWNER(S)**
 - b) **FISHING CHARTER – OWNER(S)**
- 2) Along with additional stipulations, applicants must provide actual documentation, pictures, etc. to substantiate their claim

PAYMENT CLASSIFICATION TABLE			
CLASSIFICATION	BASE PAYMENT	MAXIMUM PAYMENT	MAX. PAYMENT STIPULATIONS
COMMERCIAL FISHERS – OWNER(S)	\$5,000.00	\$75,000.00	VESSEL DAMAGES: Vessel Name(s), Vessel # (s) Insurance Policy # (s), Insurance Company Name Proof of Vessel Damages (Pictures, Documentation, Receipts) GEAR LOSSES & OTHER GEAR DAMAGES: Gear Type Insurance Policy # (s), Insurance Company Name Proof of Gear Damages (Pictures, Documentation, Receipts) BUILDING AND/OR OTHER FACILITY DAMAGES: Physical Address of Building Insurance Policy # (s), Insurance Company Name Proof of Building Damages (Pictures, Documentation, Receipts)
FISHING CHARTER – OWNER(S)	\$5,000.00	\$75,000.00	VESSEL DAMAGES: Vessel Name(s), Vessel # (s) Insurance Policy # (s), Insurance Company Name Proof of Vessel Damages (Pictures, Documentation, Receipts) GEAR LOSSES & OTHER GEAR DAMAGES: Gear Type Insurance Policy # (s), Insurance Company Name Proof of Gear Damages (Pictures, Documentation, Receipts) BUILDING AND/OR OTHER FACILITY DAMAGES: Physical Address of Building Insurance Policy # (s), Insurance Company Name Proof of Building Damages (Pictures, Documentation, Receipts)
COMMERCIAL FISHERS - HELPERS	\$2,500.00	N/A	N/A
FISHING CHARTER – CAPTAIN/ CREW	\$2,500.00	N/A	N/A
FISHING DEPENDENT BUSINESS – OWNER(S)	\$2,500.00	N/A	N/A



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4. CERTIFICATION OF ELIGIBILITY FOR FEDERAL GRANT AWARDS

*****MANDATORY FOR ALL APPLICANTS*****

SPECIAL NOTE: The USVI Department of Planning & Natural Resources is required to ensure that all grantees are neither excluded nor disqualified under the suspension and debarment rules. This certification is required for grant awards up to and including \$5,000.00 by the regulations implementing Executive Order 12549, Debarment and Suspension (2 CFR 200.212 Suspension and Debarment).

A. APPLICANT/ OWNER/ ENTITY INFORMATION ***

Last Name: ***
First Name: ***
Middle Name or Initial: ***
Full Business Name (If applicable): ***
Business License Number or S-S-N Number: ***
Mailing Address1: ***
Mailing Address2: ***
City: ***
State: ***
Zip Code: ***
Primary Phone Number: ***
Email Address: ***
USVI District Designation: ***

B. CERTIFICATIONS ***

☐ I CERTIFY THAT MY CLASSIFICATION FALLS UNDER THE HEADING OF: *** [PLEASE CHOOSE ONE (1) BELOW]

- ☐ COMMERCIAL FISHERS – OWNER(S) ☐ COMMERCIAL FISHERS - HELPERS
☐ FISHING CHARTER – OWNER(S) ☐ FISHING CHARTER – CAPTAIN/ CREW
☐ FISHING DEPENDENT BUSINESS – OWNER(S) **PRE-POPULATED CLASSIFICATION:** _____

☐ I CERTIFY THAT NEITHER I, NOR MY BUSINESS, ARE RECEIVING (OR INTEND TO RECEIVE) ANY ADDITIONAL FEDERALLY FUNDED DISASTER RELATED MONIES FOR ANY DAMAGES OR LOSSES UNDER MY ABOVE IDENTIFIED CLASSIFICATION DUE TO HURRICANES IRMA/ MARIA FROM ANY OF THE BELOW FEDERAL AGENCIES: ***

[FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)] – Public Assistance Program (PA)
[HOUSING AND URBAN DEVELOPMENT (HUD)] – Community Development Block Grant – Disaster Recovery Program (CDBG-DR)
[NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION (NOAA)]

☐ I FURTHER CERTIFY THAT I AM APPLYING FOR PAYMENT TYPE: *** [PLEASE CHOOSE ONE (1) BELOW]

- ☐ BASE PAYMENT ☐ ABOVE BASE PAYMENT, NOT TO EXCEED
MAXIMUM PAYMENT AMOUNT

C. SIGNATURE ***

I hereby declare and certify under penalty of perjury that this application and all information submitted as part of this application is true and accurate to the best of my knowledge. I also agree to provide, upon request, any and all documentation to support the above-mentioned declarations.

GRANTEE'S PRINTED NAME

X _____
GRANTEE'S SIGNATURE DATE PHONE NUMBER



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5. VESSEL DAMAGES: ***

APPLICABLE TO ONLY: 1) COMMERCIAL FISHERS – OWNER(S) 2) FISHING CHARTER – OWNER(S)

WERE YOUR VESSEL(S) DAMAGED BY HURRICANES IRMA/ MARIA?: ☐ YES/ ☐ NO

IF NO, PLEASE PROCEED TO SECTION 6.

IF YES, PLEASE RECORD ESTIMATED DAMAGES AND INSURANCE COVERAGE FOR ALL VESSELS BELOW.

TOTAL NUMBER OF COMMERCIAL FISHING VESSELS DAMAGED: _____

(IF UNABLE TO PROVIDE \$ AMOUNTS, PLEASE PROVIDE A % PERCENTAGE OF DAMAGES (50% DAMAGED / TOTALED / 100% DAMAGED))

VESSEL 1

VESSEL NAME: _____
VESSEL NUMBER (U.S. COAST GUARD NUMBER): _____
DPNR VESSEL NUMBER: _____
INSURANCE COMPANY & POLICY NUMBER: _____
EST. DAMAGES IN \$\$\$'S: _____ *IF NO \$\$\$'S PLEASE GO TO NEXT ROW*
EST. DAMAGE % & INS. COVERAGE %: *DAMAGE % (1-100):* _____ *INSURANCE % (1-100):* _____

DO YOU HAVE ALL DOCUMENTS TO SUBSTANTIATE YOUR CLAIM (RECEIPTS, DOCUMENTS, PHOTOS, ETC.?)

VESSEL 2

VESSEL NAME: _____
VESSEL NUMBER (U.S. COAST GUARD NUMBER): _____
DPNR VESSEL NUMBER: _____
INSURANCE COMPANY & POLICY NUMBER: _____
EST. DAMAGES IN \$\$\$'S: _____ *IF NO \$\$\$'S PLEASE GO TO NEXT ROW*
EST. DAMAGE % & INS. COVERAGE %: *DAMAGE % (1-100):* _____ *INSURANCE % (1-100):* _____

DO YOU HAVE ALL DOCUMENTS TO SUBSTANTIATE YOUR CLAIM (RECEIPTS, DOCUMENTS, PHOTOS, ETC.?)

VESSEL 3

VESSEL NAME: _____
VESSEL NUMBER (U.S. COAST GUARD NUMBER): _____
DPNR VESSEL NUMBER: _____
INSURANCE COMPANY & POLICY NUMBER: _____
EST. DAMAGES IN \$\$\$'S: _____ *IF NO \$\$\$'S PLEASE GO TO NEXT ROW*
EST. DAMAGE % & INS. COVERAGE %: *DAMAGE % (1-100):* _____ *INSURANCE % (1-100):* _____

DO YOU HAVE ALL DOCUMENTS TO SUBSTANTIATE YOUR CLAIM (RECEIPTS, DOCUMENTS, PHOTOS, ETC.?)

VESSEL 4

VESSEL NAME: _____
VESSEL NUMBER (U.S. COAST GUARD NUMBER): _____
DPNR VESSEL NUMBER: _____
INSURANCE COMPANY & POLICY NUMBER: _____
EST. DAMAGES IN \$\$\$'S: _____ *IF NO \$\$\$'S PLEASE GO TO NEXT ROW*
EST. DAMAGE % & INS. COVERAGE %: *DAMAGE % (1-100):* _____ *INSURANCE % (1-100):* _____

DO YOU HAVE ALL DOCUMENTS TO SUBSTANTIATE YOUR CLAIM (RECEIPTS, DOCUMENTS, PHOTOS, ETC.?)



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6. GEAR LOSS & OTHER GEAR DAMAGES: ***

APPLICABLE TO ONLY: 1) COMMERCIAL FISHERS – OWNER(S) 2) FISHING CHARTER – OWNER(S)

DID YOU HAVE ANY GEAR LOSS/ DAMAGES DUE TO HURRICANES IRMA/ MARIA? ☐ YES/ ☐ NO

IF NO, PLEASE PROCEED TO SECTION 7.:

IF YES, PLEASE RECORD ESTIMATED DAMAGES AND INSURANCE COVERAGE FOR ALL GEAR LOST/ DAMAGED.

TOTAL NUMBER OF ALL GEAR LOST/ DAMAGED: _____

(IF UNABLE TO PROVIDE \$ AMOUNTS, PLEASE PROVIDE A % PERCENTAGE OF DAMAGES (50% DAMAGED / TOTALED/ 100% DAMAGED)

GEAR 1

GEAR TYPE:		
EST. COST OF GEAR (NEW):		
EST. DAMAGES IN \$\$\$'s:	If no \$\$\$'s PLEASE GO TO NEXT ROW	
INSURANCE COMPANY & POLICY NUMBER:		
EST. DAMAGE % & INS. COVERAGE %:	DAMAGE % (1-100):	INSURANCE % (1-100):
Do you have all documents to substantiate your claim (receipts, documents, photos, etc.)?		

GEAR 2

GEAR TYPE:		
EST. COST OF GEAR (NEW):		
EST. DAMAGES IN \$\$\$'s:	If no \$\$\$'s PLEASE GO TO NEXT ROW	
INSURANCE COMPANY & POLICY NUMBER:		
EST. DAMAGE % & INS. COVERAGE %:	DAMAGE % (1-100):	INSURANCE % (1-100):
Do you have all documents to substantiate your claim (receipts, documents, photos, etc.)?		

GEAR 3

GEAR TYPE:		
EST. COST OF GEAR (NEW):		
EST. DAMAGES IN \$\$\$'s:	If no \$\$\$'s PLEASE GO TO NEXT ROW	
INSURANCE COMPANY & POLICY NUMBER:		
EST. DAMAGE % & INS. COVERAGE %:	DAMAGE % (1-100):	INSURANCE % (1-100):
Do you have all documents to substantiate your claim (receipts, documents, photos, etc.)?		

GEAR 4

GEAR TYPE:		
EST. COST OF GEAR (NEW):		
EST. DAMAGES IN \$\$\$'s:	If no \$\$\$'s PLEASE GO TO NEXT ROW	
INSURANCE COMPANY & POLICY NUMBER:		
EST. DAMAGE % & INS. COVERAGE %:	DAMAGE % (1-100):	INSURANCE % (1-100):
Do you have all documents to substantiate your claim (receipts, documents, photos, etc.)?		

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7. BUILDING AND/OR OTHER FACILITY DAMAGES: ***

APPLICABLE TO ONLY: 1) **COMMERCIAL FISHERS – OWNER(S)** 2) **FISHING CHARTER – OWNER(S)**

WERE ANY OF YOUR OWNED OR LEASED BUILDINGS AND/OR FACILITIES, **USED SOLELY FOR FISHING RELATED PURPOSES**, DAMAGED DURING HURRICANES IRMA/ MARIA? *** ☐ YES/ ☐ NO

If **NO**, PLEASE PROCEED TO SECTION **8**:

If **YES**, PLEASE RECORD ESTIMATED DAMAGES AND INSURANCE COVERAGE FOR ALL BUILDING DAMAGES.

TOTAL NUMBER OF ALL BUILDINGS DAMAGED: _____

(If UNABLE TO PROVIDE \$ AMOUNTS, PLEASE PROVIDE A % PERCENTAGE OF DAMAGES (50% DAMAGED / TOTALED / 100% DAMAGED))

BUILDING 1	
BUILDING PHYSICAL ADDRESS	_____
DID YOU OWN OR LEASE THIS BUILDING? ***	<input type="checkbox"/> OWNER <input type="checkbox"/> LEASED
IF INSURED, DID YOUR POLICY COVER: ***	<input type="checkbox"/> CONTENTS <input type="checkbox"/> BUILDING <input type="checkbox"/> BOTH
EST. DAMAGES IN \$\$\$'S:	_____ If NO \$\$\$'S PLEASE GO TO NEXT ROW
INSURANCE COMPANY & POLICY NUMBER:	_____
EST. DAMAGE % & INS. COVERAGE %:	DAMAGE % (1-100): _____ INSURANCE % (1-100): _____
Do you have all documents to substantiate your claim (receipts, documents, photos, etc.)?	

BUILDING 2	
BUILDING PHYSICAL ADDRESS	_____
DID YOU OWN OR LEASE THIS BUILDING? ***	<input type="checkbox"/> OWNER <input type="checkbox"/> LEASED
IF INSURED, DID YOUR POLICY COVER: ***	<input type="checkbox"/> CONTENTS <input type="checkbox"/> BUILDING <input type="checkbox"/> BOTH
EST. DAMAGES IN \$\$\$'S:	_____ If NO \$\$\$'S PLEASE GO TO NEXT ROW
INSURANCE COMPANY & POLICY NUMBER:	_____
EST. DAMAGE % & INS. COVERAGE %:	DAMAGE % (1-100): _____ INSURANCE % (1-100): _____
Do you have all documents to substantiate your claim (receipts, documents, photos, etc.)?	

8. FISHING / OPERATING STATUS (POST HURRICANES IRMA/ MARIA): ***

SINCE HURRICANES IRMA/ MARIA, ARE YOU BACK TO FISHING/ CHARTERING: *** ☐ YES/ ☐ NO

If **YES**, WHAT DATE DID YOU START BACK TO FISHING?: _____

If **NO**, HOW LONG DO YOU THINK IT WILL BE UNTIL YOU WILL BE ABLE TO RETURN TO FISHING?

(PLEASE COMPLETE ONE (1) BELOW)

OF DAYS: _____ # OF WEEKS: _____ # OF YEARS: _____

WHAT PREVENTED YOU FROM CONTINUING TO FISH? (CHECK ALL THAT APPLY BELOW)

☐ DAMAGED VESSEL/ GEAR ACCESS TO: ☐ FUEL ☐ BAIT ☐ ICE ☐ OTHER: _____

TOTAL NUMBER OF ALL BUILDINGS DAMAGED: _____

RELATIVE TO 2017, HOW MUCH FISHING REVENUE HAVE YOU LOST BECAUSE OF IRMA/MARIA?



UNITED STATES VIRGIN ISLANDS
DEPARTMENT OF PLANNING AND NATURAL RESOURCES
DIVISION OF FISH & WILDLIFE



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9. APPLICANT'S SIGNATURE: ***

APPLICANT'S PRINTED NAME

X

APPLICANT'S SIGNATURE

DATE

PHONE NUMBER

**** **NOTARY BLOCK – PLEASE DO NOT WRITE BELOW** ****

**** **DPNR INTERNAL FINANCIAL PORTION – PLEASE DO NOT WRITE BELOW** ****

APPLICANT'S FULL NAME: _____
APPLICANT'S USVI VENDOR NUMBER: _____
APPLICANT'S USVI DISTRICT: _____
APPLICANT'S CLASSIFICATION: _____
APPROVED BASE AWARD AMOUNT: _____
APPROVED ABOVE BASE AWARD AMOUNT (IF APPLICABLE): _____
TOTAL AWARD AMOUNT: _____

Dianne O'Garro
Director of Business & Administrative Services, DPNR

Date: _____

Dr. Nicole F. Angeli
Director of the Division of Fish & Wildlife, DPNR

Date: _____

Hon. Jean-Pierre L. Oriol
Commissioner, Department of Planning and Natural Resources (DPNR)

Date: _____

Appendix 6. Phase 2 application materials



UNITED STATES VIRGIN ISLANDS
DEPARTMENT OF PLANNING AND NATURAL RESOURCES
DIVISION OF FISH & WILDLIFE
RECORD OF CONVERSATION



Applicant's Name: XXXXXXXX

Classification: Commercial Fisher- Owner(s)

Email Address (if applicable): sam@gmail.com

Time: 3:00p.m

Date: 7/10/2020

9/24/2020 9:32:00 AM Reason for coming in today:

- | | |
|---|---|
| <input type="checkbox"/> Complete Disaster Assistance Application | <input type="checkbox"/> Provide Photo Documentation |
| <input type="checkbox"/> Complete Insurance Self-Certification | <input type="checkbox"/> Provide 2016 Property Tax Bill |
| <input type="checkbox"/> Complete Loss Revenues Certification | <input type="checkbox"/> Provide 2016 Income Tax and Income Support |
| <input type="checkbox"/> File an appeal | |

Please provide a brief summary of conversation and documents received

What actions were taken to resolve the matters at hand

DPNR Representative Name: Sam

Signature:

Date: 7/10/2020

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UNITED STATES VIRGIN ISLANDS
DEPARTMENT OF PLANNING AND NATURAL RESOURCES
DIVISION OF FISH & WILDLIFE
PHASE 2 APPLICATION COVER LETTER



****** The USVI has been awarded federal funds from the Disaster Relief Appropriations Act to support the recovery of fishing industries following Hurricanes Irma and Maria. The aid will be distributed to eligible fishers and fishing business based in the USVI as direct financial assistance. The program will make awards of up to 75% of calculated loss. Applicants that were determined to be ineligible for the Base Payment are not eligible to apply for additional assistance. Applicants that have been notified of ineligibility for above base payments may present additional information within 30 days of the written declination notification. All appeals must be made in writing and addressed to the Director of the Division of Fish and Wildlife

Applicant's Name: Type Name.

Mailing Address: Type Address.

Vendor Number: Type Vendor Number.

Classification: Choose an item.

DPNR Record Locator: Type Record Locator Number.

Payment Amount Requested	Payment Amount Verified
\$	\$

ELIGIBILITY:

- ☐ Applicant is eligible/ received base payment.
- ☐ Applicant is not eligible for payment: Choose/type reason.

INSURANCE:

- ☐ Certification of insurance payment is signed and dated by applicant.
- Did applicant file a claim? Choose an item.
- Date applicant receive insurance payment. Click or tap to enter a date.

VESSEL LOSSES/DAMAGES:

Vessel Name	Vessel Number	Value of Vessel	Est. Damages in \$\$\$'s	Amount Paid by Insurance	Verified Payment Amount	Documents Provided to Substantiate Claim

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GEAR LOSSES/DAMAGES:

Gear Type/ Amount	Est Damages in \$\$\$'s	Amount Paid by Insurance	DPNR Gear Unit Price	Verified Payment Amount	Documents Provided to Substantiate Claim

BUILDINGS AND OTHER FACILITIES LOSSES/DAMAGES:

Building/ Facility Physical Address	Value of Building/ Facility*	Est Damages in \$\$\$'s	Amount Paid by Insurance	Verified Payment Amount	Documents Provided to Substantiate Claim

INCOME REVENUE LOSSES:

In 2017, did the applicant claim loss of revenue because of Irma/Maria? Choose an item.

Did the applicant complete Lost Revenues Certification form? Choose an item.

2016 Income	Covered Period 2016 Income (2016 income divided by 4)	Verified Payment Amount	Documents Provided to Substantiate Claim

AMOUNT TO BE ISSUED BY DEPARTMENT OF FINANCE (less base payment): \$

Reviewer's Name: Choose or type in Reviewer's Name.

Signature:

Date: 7/8/2020

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UNITED STATES VIRGIN ISLANDS
DEPARTMENT OF PLANNING AND NATURAL RESOURCES
DIVISION OF FISH & WILDLIFE
DISASTER ASSISTANCE: PHASE 2 ELIGIBILITY CHECKLIST



Applicant Name:

Classification:

LOSSES/ DAMAGES	SUPPORTING DOCUMENTATION REQUIRED
<input type="checkbox"/> <i>Vessels</i>	<input type="checkbox"/> Completed Insurance Self-Certification <input type="checkbox"/> Vessel Registration <input type="checkbox"/> Photos of damaged vessel <input type="checkbox"/> Post hurricane vessel repair receipts (if applicable)
<input type="checkbox"/> <i>Gears</i>	<input type="checkbox"/> Completed Insurance Self-Certification <input type="checkbox"/> Environmental Enforcement Gear Registration <input type="checkbox"/> Photos of damaged gear <input type="checkbox"/> Post hurricane gear repair receipts (if applicable)
<input type="checkbox"/> <i>Building & Facility</i>	<input type="checkbox"/> Completed Insurance Self-Certification <input type="checkbox"/> 2016 property tax bill or 2017 Lease Agreement <input type="checkbox"/> Photos of damaged building or facility <input type="checkbox"/> Post hurricane facility repair receipts (if applicable)
<input type="checkbox"/> <i>Income Revenue</i>	<input type="checkbox"/> Completed Loss Revenues Certification <input type="checkbox"/> 2016 Income Tax Return (including income sources ex. W2 or 1099)



PRINT

SAVE AS

UNITED STATES VIRGIN ISLANDS

EMAIL

DEPARTMENT OF PLANNING AND NATURAL RESOURCES
DIVISION OF FISH & WILDLIFE
NOAA/DPNR-USVI FISHERIES DISASTER ASSISTANCE PROGRAM



INSURANCE CERTIFICATION FORM

*****MANDATORY FOR ALL ABOVE BASE PAYMENT APPLICANTS*****

FOR OFFICIAL USE ONLY / DO NOT WRITE BELOW

DPNR APPLICANT RECORD LOCATOR INFORMATION

FULL NAME:

DISTRICT:

DPNR RECORD LOCATOR #:

A. APPLICANT/ OWNER/ ENTITY INFORMATION ***

Last Name: ***

First Name: ***

Middle Name or Initial: ***

Full Business Name (If applicable): ***

Business License Number or S-S-N Number: ***

Mailing Address1: ***

Mailing Address2:

City: ***

State: ***

Zip Code: ***

Primary Phone Number: ***

Email Address: ***

USVI District Designation: ***

B. CERTIFICATIONS *[PLEASE CHOOSE ONE (1) BELOW]**

☐ I CERTIFY THAT NONE OF THE ITEMS THAT I HAVE DOCUMENTED AS POTENTIALLY ELIGIBLE FOR FEDERAL FUNDS ABOVE THE BASE PAYMENT AMOUNTS, **WERE NOT** INSURED BY ANY PROPERTY OR CASUALTY INSURANCE COMPANY APPROVED TO CONDUCT BUSINESS IN THE UNITED STATES VIRGIN ISLANDS DURING THE PERIOD OF 2017 DURING HURRICANES IRMA/ MARIA: ***

☐ I CERTIFY THAT ALL INFORMATION PERTAINING TO THE INSURANCE PROVIDER AND COVERAGE FOR ITEMS POTENTIALLY ELIGIBLE FOR FEDERAL FUNDS ABOVE THE BASE PAYMENT AMOUNTS, **WERE IN FACT** INSURED BY A PROPERTY OR CASUALTY INSURANCE COMPANY APPROVED TO CONDUCT BUSINESS IN THE UNITED STATES VIRGIN ISLANDS DURING THE PERIOD OF 2017 DURING HURRICANES IRMA/ MARIA: ***

PLEASE NOTE THAT IF YOU HAVE LISTED FISHING TRAPS AS DAMAGED OR DESTROYED GEAR, YOU MUST PROVIDE REGISTRATION INFORMATION FOR ALL TRAPS THAT WERE DAMAGED OR DESTROYED AS A RESULT OF HURRICANES IRMA/ MARIA.

DPNR#: _____ Full Name: _____

District: _____

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NOAA-DPNR-USVI Fisheries Disaster Assistance Program - Insurance Certification Form

VERSION: **#1 - 782020**



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NOAA/DPNR-USVI FISHERIES DISASTER ASSISTANCE PROGRAM



INSURANCE CERTIFICATION FORM

***MANDATORY FOR ALL ABOVE BASE PAYMENT APPLICANTS ***

INSURANCE CLAIM 1		
INSURANCE COMPANY NAME:		
INSURANCE COMPANY PHONE NUMBER:		
INSURANCE COMPANY AGENT'S NAME:		
INSURANCE POLICY NUMBER:		
DATE INSURANCE CLAIM FILED:		
AMOUNT OF CLAIM PAID:		
DATE OF INSURANCE PAYMENT:		
ASSETS COVERED IN INSURANCE CLAIM (LIST ALL)		
ITEM(S)	\$\$\$ Amount	% Amount
1:		
2:		
3:		
4:		
5:		
6:		
7:		
8:		
9:		
10:		
TOTAL(S):		
ASSETS COVERED IN FINAL INSURANCE CLAIM PAYMENT (LIST ALL)		
ITEM(S)	\$\$\$ Amount	
1:		
2:		
3:		
4:		
5:		
6:		
7:		
8:		
9:		
10:		
TOTAL:		

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INSURANCE CERTIFICATION FORM

*****MANDATORY FOR ALL ABOVE BASE PAYMENT APPLICANTS*****

INSURANCE CLAIM 2		
INSURANCE COMPANY NAME:		
INSURANCE COMPANY PHONE NUMBER:		
INSURANCE COMPANY AGENT'S NAME:		
INSURANCE POLICY NUMBER:		
DATE INSURANCE CLAIM FILED:		
AMOUNT OF CLAIM PAID:		
DATE OF INSURANCE PAYMENT:		
ASSETS COVERED IN INSURANCE CLAIM (LIST ALL)		
ITEM(S)	SSS Amount	% Amount
1:		
2:		
3:		
4:		
5:		
6:		
7:		
8:		
9:		
10:		
TOTAL(S):		
ASSETS COVERED IN FINAL INSURANCE CLAIM PAYMENT (LIST ALL)		
ITEM(S)	SSS Amount	
1:		
2:		
3:		
4:		
5:		
6:		
7:		
8:		
9:		
10:		
TOTAL:		

U.S. Virgin Islands Fisheries Disaster Assistance Program 30 of 31
Interim Progress Report



UNITED STATES VIRGIN ISLANDS
DEPARTMENT OF PLANNING AND NATURAL RESOURCES
DIVISION OF FISH & WILDLIFE
NOAA/DPNR-USVI FISHERIES DISASTER ASSISTANCE PROGRAM



INSURANCE CERTIFICATION FORM

MANDATORY FOR ALL ABOVE BASE PAYMENT APPLICANTS

INSURANCE CLAIM 3		
INSURANCE COMPANY NAME:		
INSURANCE COMPANY PHONE NUMBER:		
INSURANCE COMPANY AGENT'S NAME:		
INSURANCE POLICY NUMBER:		
DATE INSURANCE CLAIM FILED:		
AMOUNT OF CLAIM PAID:		
DATE OF INSURANCE PAYMENT:		
ASSETS COVERED IN INSURANCE CLAIM (LIST ALL)		
ITEM(S)	SSS Amount	% Amount
1:		
2:		
3:		
4:		
5:		
6:		
7:		
8:		
9:		
10:		
TOTAL(S):		
ASSETS COVERED IN FINAL INSURANCE CLAIM PAYMENT (LIST ALL)		
ITEM(S)	SSS Amount	
1:		
2:		
3:		
4:		
5:		
6:		
7:		
8:		
9:		
10:		
TOTAL:		

C. SIGNATURE ***

I hereby certify that the information provided herein by me is true and correct and, by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document could subject me to disqualification from participation and punishment under federal, resulting in civil liability and/or in criminal penalties, including but not limited to, fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and punishment under federal law.

By my signature below, I authorize verification or re-verification of any information contained herein by the grant administering agency (VIDPNR), its agents, successors, and assigns either directly or through a third-party source.

GRANTEE'S PRINTED NAME		
<input type="text"/>	<input type="text"/>	<input type="text"/>
GRANTEE'S SIGNATURE	DATE	PHONE NUMBER



UNITED STATES VIRGIN ISLANDS
DEPARTMENT OF PLANNING AND NATURAL RESOURCES
DIVISION OF FISH & WILDLIFE
NOAA/DPNR-USVI FISHERIES DISASTER ASSISTANCE PROGRAM



LOST REVENUES CERTIFICATION

MANDATORY FOR ALL APPLICANTS

APPLYING FOR COMPENSATION FOR LOST REVENUES DAMAGES

APPLICANT/ OWNER/ ENTITY INFORMATION

Last Name: _____
First Name: _____
Middle Name or Initial: _____
Full Business Name (If applicable): _____
Social Security Number: _____
Business License Number: _____
Mailing Address1: _____
Mailing Address2: _____
City: _____
State: _____
Zip Code: _____
Primary Phone Number: _____
Email Address: _____
USVI District Designation: _____

2016 INCOME CERTIFICATION

I CERTIFY MY FISHING INCOME IN 2016 AS REPORTED TO BUREAU OF INTERNAL REVENUE WAS

\$ _____.

I CERTIFY MY LOST FISHING INCOME BETWEEN SEPTEMBER 6, 2017 THROUGH DECEMBER 31, 2017 WAS

\$ _____.

I hereby certify that the information provided herein by me is true and correct and, by my signature on this document, acknowledge my understanding that any intentional or negligent misrepresentation or falsification of any of the information in this document could subject me to disqualification from participation and punishment under federal, resulting in civil liability and/or in criminal penalties, including but not limited to, fine or imprisonment or both under Title 18, United States Code, Sec. 1001, et seq. and punishment under federal law.

By my signature below, I authorize verification or re-verification of any information contained herein by the grant administering agency (VIDPNR), its agents, successors, and assigns either directly or through a third-party source.

GRANTEE'S PRINTED NAME

X

GRANTEE'S SIGNATURE

DATE

PHONE NUMBER